

Maricopa Fast Track



Program Description, Qualification Guidelines and Application Materials

Fall 2008

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Contents

What Is Fast Track?

| | |
|--|--------|
| Program Overview | page 3 |
| Program Details per Council Resolution | page 4 |
| Projected Review Turnaround Times | page 5 |
| GPEC 90-Day | page 6 |

Applications

| | |
|--|--------|
| Priority Projects Program Application Form | page 7 |
| Economic Impact Sheet | page 9 |

**for electronic version of these applications, contact the Economic Development Department at 520/316.6812, or economicdevelopment@maricopa-az.gov*

Contacts and Resources

| | |
|----------------------------|---------|
| Local Contacts & Utilities | page 14 |
|----------------------------|---------|

Online Supplemental City Information

[Economic Development Data and Materials](#)

Program Overview

The City of Maricopa, through Council Resolution 07-62, passed unanimously on December 4, 2007, has implemented a Fast Track Permitting Process for qualified new, expanding or relocating businesses. Recognizing the need to offer a business-friendly environment which allows businesses to relocate and expand in the community rapidly and efficiently, the City is committed to streamlining and simplifying, where possible, its governmental permitting processes.

Qualification Criteria:

To qualify for fast track program consideration, a project must meet one of the following criteria:

1. Create a minimum of 20 permanent full-time jobs within the first 12-months after its expansion or relocation to the City of Maricopa; **or**
2. Produce \$2 million in gross annual payroll; **and**
3. Be a targeted industrial, commercial or service project eligible for incentives; and
4. Have a multiplier effect of at least 1:1 and create an increase in property value for construction of a new or expanded facility.

In all instances, the new or expanding business shall have completed the Economic Impact Data Sheet and Priority Projects Program Application provided by the Economic Development Department of the City of Maricopa.

**Fast Track assumes property is properly zoned and platted for intended use.*

Definition:

Fast Track Status includes –

- An expedited process for qualified projects
- A business-friendly economic development professional that will expedite projects through the development review process
- Pre-development meetings, initiated by city development professionals. These meetings play a vital role in eliminating unexpected delays during the development review process
- City staff assistance with coordination of all necessary parties, such as monthly meetings with utility company representatives

Council Ordinance

1. For those expanding or relocating commercial and industrial businesses meeting the following criteria an expedited permitting process as described in Section 2 hereof shall be offered:

- a. Creation a minimum of 20 permanent full-time jobs within the first 12 months after its expansion or relocation to the City of Maricopa; or
- b. Production of two million dollars in gross annual payroll; **AND**
- c. Creation of a multiplier effect of at least 1:1 and an increase in property value for construction of a new or expanded facility; and
- d. The proposed site is properly zoned and platted for intended use; and
- e. In all instances, the completion of the qualifying process implemented by the City of Maricopa Economic Development Department of the City of Maricopa through the Economic Impact Data Sheet, Priority Projects Program Application, and identification as a target industry pursuant to the Economic Development Department Strategy and Vision used in such process.

2. For businesses that meet the above described criteria, the City of Maricopa agrees to take the following actions in an effort to streamline the permitting process:

- a. Make available a business-friendly economic development professional during the qualifying process to better inform the prospective business of City requirements in anticipation of the initial meeting with City staff; and
- b. Create a Development Plan Team for each qualifying project which shall be headed by an individual whose job will be to facilitate meetings, and act as a single contact to whom all information is submitted and from whom answers to the business' questions shall be obtained; and
- c. Cause the Development Plan Team to conduct an initial meeting with the business (pre-application conference) to discuss the overall project and to develop a checklist of items, documents and submittals needed for its specific project. A plans review timeline will be developed and agreed upon by both parties which includes submittal deadlines and review for all development related issues. Components of the schedule to facilitate a project may include but are not limited to:
 - i. regularly scheduled work sessions with the business' design team,
 - ii. follow-up meeting with the business' design team to discuss the review comments, submittal dates, review schedules, permitting in phases and completions in phases; and
- d. Subject to the business' adherence to the schedule, review and written comments will be provided within ten (10) working days of submittal of required program application documents to the City. A master timeline will be developed by the Development Plan Team for the project and will also include the plans review timeline in addition to review and negotiation timelines for the business and legal staff regarding easement dedication, development agreements, economic development agreements, and other necessary documents; and
- e. Staff review of plans and written comments will adhere to the customized schedule and permitting process; and
- f. Where necessary, permits will be provided on a phased approach; and
- g. Reasonable effort and commitment to calling special meetings of the Planning and Zoning Commission, and in extraordinary circumstances, special meetings of the City Council to obtain necessary approvals or resolve special issues.

Standard Project Turnaround Times

Listed below are standard estimated review turnaround times.

Projects qualifying for Fast Track permit times will work with the City to create an expedited master timeline for the project which will also include the plans review timeline in addition to review and negotiation timelines for the business and legal staff regarding easement dedication, development agreements, economic development agreements, and other necessary documents.

| Type of Plan Review | Initial Plan Review | Re-submittals |
|--|----------------------------|----------------------|
| Residential | 15 days | 10 days |
| Additions/Alterations (time dependent upon scope of work) | 10 days | 5 days |
| Residential Revisions | 10 days | 8 days |
| New Commercial / Industrial (includes Bldg, Civil, Fire) | 20 days | 15 days |
| Commercial Revisions | 8 days | 5 days |
| Tenant Improvements | 8 days | 5 days |
| Electrical | 5 days | 2 days |
| Plumbing | 2 days | 2 days |
| Engineering - Civil on-site (separate submittal) | 15 days | 10 days |
| AFES (Fire Sprinkler) | 8 days | 4 days |
| Fire (Underground) | 6 days | 4 days |
| Other | 8 days | 6 days |

GPEC Partnership

The City of Maricopa, as a member of the Greater Phoenix Economic Council, has committed to providing a fast-track permitting program for qualified projects and making all efforts possible to ensure that these projects are able to receive permits within a 90-day process timeframe.

GPEC 90-DAY CERTIFIED

GPEC, through its Community Building Consortium (CBC) and Economic Development Directors Team, offers a 90-day or less certified permitting process, which decreases process timeframes for qualified projects.

GPEC communities are committed to streamlining and simplifying, where possible, the permitting process. This business-friendly process will save you time and money in getting projects off the ground.

For more information on the GPEC 90-day Certified Permitting Program, or any of their other initiatives, visit them online at www.gpec.org.



PRIORITY PROJECT APPLICATION

SECTION I: APPLICANT INFORMATION

Project Name: _____

Project Street Address: _____

Name, Address and Phone Number(s) of owner or contract owner of project or person(s) requesting priority project status:

SECTION II: PLEASE ANSWER THE FOLLOWING QUESTIONS CONCERNING YOUR PROJECT

Have preliminary site plans been submitted to the Planning Department? _____

If not, when do you plan to submit plans to the Department? _____

Provide a brief description of the project:

Is the project consistent with the City of Maricopa General Plan? ☐ YES ☐ NO

Is the project served with all necessary infrastructure? (i.e., water, sewer, roads) ☐ YES ☐ NO

What is the expected number of jobs to be created by this project?

IN THE FIRST 12 MONTHS: _____ full time, _____ part time

YEARS 2 – 5: _____ full time, _____ part time

What is the expected annual average salary or wage for employment opportunities created by this project?

\$ _____

What is the expected completion date for this project? _____

Is financing for the project committed? ☐ YES ☐ NO

If not, what is the current status of financing for this project? _____

Do you anticipate any spin-off potential from your project (will any ancillary or complimentary new business or industry be generated as a result of this project)? ☐ YES ☐ NO If yes, please explain:

Is this project a new project or an expansion or remodeling of an existing site/building?

☐ New Project ☐ Expansion or Remodel



What is the total projected amount of capital expenditure in real or tangible property to be spent on the development of this project?

Are there any other considerations which you feel should be used in evaluating your application?

SECTION III: SUBMITTAL REQUIREMENTS

Please provide the following (attach additional sheets):

1. Copies of any previously submitted site plan materials;
2. Completed Economic Impact Data Sheet.

Signature of Property Owner/ Applicant

Date

OFFICE USE ONLY

This application is ☐ APPROVED ☐ DENIED

Signatures

Economic Development

Development Services

Date: _____

Date: _____



City of Maricopa Economic Impact Data Sheets

The information requested in these data sheet will be used by the City of Maricopa to perform an economic impact analysis of your firm's new or expanded activities. Please enter information in the shaded cells below and return this completed survey form to:

Danielle Casey
Economic Development Manager
City of Maricopa
PO Box 610
Maricopa, AZ 85239

Phone: (520) 316-6812
Fax: (520) 568-9120
E-mail: danielle.casey@maricopa-az.gov

Please call if you have any questions.

*Cells shaded in orange are required if data is available; blue fields are optional.

1. The Firm's Investment, Operations and Employees:

1.1 Name of the firm:

Current address:

Phone number: Fax number:

Person completing this form:

1.2 Location of the firm's proposed or existing facility:

1.3 Will or is the facility located within Maricopa city limits?

Yes, in city limits ☒

1.4 Description of the firm's business and plans to develop or expand in the community:

1.5 The firm's NAICS Code (north american industry classification system)

Need assistance? Look up your NAICS Code online at <http://www.naics.com/>

1.6 Initial and subsequent investments in land, buildings and improvements, and furniture, fixtures and equipment:

| | Land | Buildings and Improvements | Furniture, Fixtures and Equipment | Total |
|---------|------|----------------------------|-----------------------------------|-------|
| Year 1 | | | | |
| Year 2 | | | | |
| Year 3 | | | | |
| Year 4 | | | | |
| Year 5 | | | | |
| Year 6 | | | | |
| Year 7 | | | | |
| Year 8 | | | | |
| Year 9 | | | | |
| Year 10 | | | | |
| Total | | | | |

1.7 Firm's estimated taxable inventories, at the end of each year:

| | | | |
|--------|--|---------|--|
| Year 1 | | Year 6 | |
| Year 2 | | Year 7 | |
| Year 3 | | Year 8 | |
| Year 4 | | Year 9 | |
| Year 5 | | Year 10 | |

1.8 Firm's estimated new or taxable sales in Maricopa by year:

| | | | |
|--------|--|---------|--|
| Year 1 | | Year 6 | |
| Year 2 | | Year 7 | |
| Year 3 | | Year 8 | |
| Year 4 | | Year 9 | |
| Year 5 | | Year 10 | |

1.9 Firm's estimated purchases in local City limits that will be subject to sales taxes by year:

| | | | |
|--------|--|---------|--|
| Year 1 | | Year 6 | |
| Year 2 | | Year 7 | |
| Year 3 | | Year 8 | |
| Year 4 | | Year 9 | |
| Year 5 | | Year 10 | |

1.10 Firm's estimated monthly utility costs, in the first year (if estimated costs are not applicable, indicate expected usage rates):

| | |
|-------------|--|
| Water | |
| Wastewater | |
| Solid waste | |
| Electricity | |
| Natural gas | |
| Telephone | |

1.11 Rate of expected annual increase in the firm's utility usage and rates:

1.12 Percent of the firm's electricity and natural gas usage for manufacturing and processing operations:

1.13 Number of phone lines at the new facility or expansion:

1.14 New employees to be hired:

| | Number of New Employees to be Hired Each Year | The Number of These New Employees Who Will Move to the City From Somewhere Else to Take a Job With the Firm |
|---------|---|--|
| Year 1 | <input type="text"/> | <input type="text"/> |
| Year 2 | <input type="text"/> | <input type="text"/> |
| Year 3 | <input type="text"/> | <input type="text"/> |
| Year 4 | <input type="text"/> | <input type="text"/> |
| Year 5 | <input type="text"/> | <input type="text"/> |
| Year 6 | <input type="text"/> | <input type="text"/> |
| Year 7 | <input type="text"/> | <input type="text"/> |
| Year 8 | <input type="text"/> | <input type="text"/> |
| Year 9 | <input type="text"/> | <input type="text"/> |
| Year 10 | <input type="text"/> | <input type="text"/> |
| Total | <input type="text"/> | <input type="text"/> |

1.15 Average annual salaries of new employees in the first year:

1.16 Percent of expected annual salary increases

1.17 Estimated percentage of workers moving to the City who will buy a new home or require that new residential property be built for them in the first year that they move to the community:
(Enter 25% if unknown)

1.18 Household size of a typical new worker moving to the City:
(Enter 2.8 if unknown)

1.19 Number of school-age children in a typical new worker's household
(Enter 1.25 if unknown)

2. The Firm's Construction:

2.1 The firm's construction costs for buildings and improvements or finish-out:

| | | | |
|----------------------|----------------------|---------|----------------------|
| Initial construction | <input type="text"/> | Year 6 | <input type="text"/> |
| Year 2 | <input type="text"/> | Year 7 | <input type="text"/> |
| Year 3 | <input type="text"/> | Year 8 | <input type="text"/> |
| Year 4 | <input type="text"/> | Year 9 | <input type="text"/> |
| Year 5 | <input type="text"/> | Year 10 | <input type="text"/> |
| | | Total | <input type="text"/> |

2.2 Percent of total construction costs for the firm's facility for:

| | |
|-----------|----------------------|
| Materials | <input type="text"/> |
| Labor | <input type="text"/> |

(Enter 50% for each, if unknown)

2.3 Percent of construction materials that will be purchased locally and that are subject to City sales taxes:

2.4 What percent of taxable spending by construction workers that will be in the City of Maricopa?

2.5 Costs of furniture, fixtures and equipment to be purchased in the City of Maricopa that be subject to sales taxes:

3. The Firm's Expected Out-of-Town Visitors:

3.1 Number of out-of-town visitors expected at the firm in the first year:

3.2 Percent of annual increase in the number of visitors:

3.3 Average number of days that each visitor will stay in the local area:

3.4 Average number of nights that a typical visitor will stay in a hotel or motel in the City:

3.5 Average daily spending in the city by a visitor, excluding lodging, in the City of Maricopa:

4.0 Expected Out-of-Town Truckers Loading and Unloading at the Firm, if Applicable:

4.1 Number of out-of town trucks expected to load and unload at the firm in the first year:

4.2 Percent of annual increase in the number of out-of-town trucks:

4.3 Average taxable spending in Maricopa while a typical out-of-town trucker loads or unloads at the firm:

4.4 Percent of truckers who will stay one night in a Maricopa hotel or motel in the first year

Local Contacts

Private Utility Company Contacts for Businesses and Developers:

Electrical

| | |
|----------------------------|--------------|
| APS | 520/421.8400 |
| Electric District Number 3 | 520/424.9021 |

Gas

| | |
|---------------------------|--------------|
| Southwest Gas Corporation | 602/861.1999 |
|---------------------------|--------------|

Communications

| | |
|------------------------|--------------|
| Orbitel Communications | 520/568.8890 |
| Qwest | 800/244.1111 |
| Maricopa Broadband | 520/568.0778 |

Water & Sewer

| | |
|------------------------|---------------|
| Global Water Resources | 520./568.4452 |
|------------------------|---------------|

Through its subsidiaries Santa Cruz Water Company and Palo Verde Utilities Company, Global Water provides water and wastewater service to the City of Maricopa. www.gwresources.com

| | |
|-------------------------|--------------|
| Maricopa Domestic Water | 520/568.2239 |
|-------------------------|--------------|

Serving select areas of downtown Maricopa.

Waste

| | |
|-----------------------------------|---------------|
| Waste Management of AZ | 602./437.3165 |
| Maricopa Disposal Services | 520./568.4020 |
| Recycling Association of Maricopa | 520/568.9428 |

Maricopa Economic Development Department

economicdevelopment@maricopa-az.gov

602/316.6812

